

# Park Towers

## Meeting Minutes of the Board of Directors

### July 15, 2008

#### BOARD

Dale Hammermeister-Vice. Pres  
Linda Wolf-Treasurer  
Mike Cox-Secretary  
Caleb Cage – Director

#### MANAGEMENT

Terri Kenyon – CAM  
Don Lamers – Provisional CAM

#### GUESTS

See List

#### **Absent**

Paula McDonough-President-EXCUSED

#### **Call To Order / Roll Call**

There was no quorum present until 7:10 PM when Caleb Cage arrived. Prior to the third Board Member arriving, discussion was had off the record regarding placing the website on the front Marquees, furniture for the deck, and a possible credit card for Park Tower HOA.

Vice President, Dale Hammermeister called the meeting to order at 7:10 PM with three of the five Board Members present. Paula McDonough had a pre-arranged absence. Mike Cox arrived at 7:30 PM and joined the Board for the rest of the meeting.

#### **Membership Open Forum**

**Lilly Laforce, owner of unit #1105**, stated there notices needed to be distributed more widely in the building if there is going to be alarm testing. Management stated they would post as early as possible and that they would try to include notices on the website.

**Steve McNeel, owner of unit #1702**, stated that the he received a ticket while trying to load/unload from the front of Park Tower. He stated this causes quite an issue for those that might have a disability. The Board Stated they were looking into how to provide the residents of Park Tower a loading zone. He was also concerned that the Fed Ex and UPS drivers did not have keys to the building. Management assured him that the regular drivers had keys.

**Helen Kliestik, owner of unit #1402**, stated that she was wondering why they had to pay for the ramp when they don't even have a parking space after such a long time. It was explained that the ramp

is a structural requirement for the Park Tower and each owner had to pay their share. She wanted to know why some residents have parking and she still after such a long time did not. Management responded that the building has 88 units and only 50 parking spaces.

### **Maintenance Report**

Dave Tyrer spoke about his meeting with Truckee Meadows Window Cleaning regarding the anchors and that they had completed successful water shut off. He stated that the water was working on the deck, that fire extinguishers had been mounted, that he and Dale would get the trees for the pots on the deck and that he had a fire alarm incident where a kid had pulled the fire alarm. He mentioned that there are safeguards available for fire alarms that can be purchased to make them child tamper resistant. Dave also stated that he was done with the work in 1402 and wanted to know when the rest of the job would be done.

### **Approval of Minutes**

The Board reviewed the minutes from May 2008 and June 2008. ***Linda Wolf made a motion to approve the May 2008 minutes as amended with adding Paula McDonough and Linda Wolf were there, and the June 2008 minutes as written. Dale Hammermeister seconded the motion which carried with all in favor.***

### **Acceptance of Financial Statements**

Linda Wolf asked that the approval of the June financials be postponed until August 2008. ***Linda Wolf made a motion to approve the Audited Financial Statements for 2007. Dale Hammermeister seconded the motion which carried with all in favor.***

The Board was provided with the bank statements in their Board Packets for review.

### **Security**

An incident where a child had pulled the fire alarm on the sixteenth floor had occurred this month. In addition, there was some concern that people had been climbing the wall in the 1<sup>st</sup> floor parking garage.

## Old Business

- A. COMMON AREA DEED – UPDATE:** Management stated that the attorney is still working on this issue and an update will be provided in August 2008. This item was tabled until the next Board Meeting.
- B. PARKING AGREEMENT – ADOPTION:** The final Parking Agreement was approved by the Board. Item to be removed from the Agenda.
- C. PARKING GARAGE RAMP UPDATE:** Management discussed that the West ramp still needed to be sealed and the East ramp needed to be filled and that a meeting with the contractor would be needed in order to discuss the East Ramp. Terri Kenyon stated a meeting was had with Kirk Ellis, structural engineer and results are pending. ***Linda Wolf made a motion to use the original square footage from the east ramp sealing and apply it to the west ramp to get the west ramp sealed properly at no additional cost as the east ramp may require more work. Dale Hammermeister seconded the motion which carried all in favor.***
- D. CC&R AMENDMENTS FOR PARKING:**  
Terri Kenyon stated that they were only two votes away from having enough ballots back for the vote to go Yes.
- E. BASEMENT VENTILATION– UPDATE:** This item was tabled until the next Board Meeting.
- F. LOADING ZONE:** ***Dale Hammermeister made a motion to convert the Management/Maintenance space 52 into a 24 Hour 20 minute maximum loading zone that required flashers to be on at all times. Caleb Cage seconded the motion which carried all in favor.*** Management was instructed to get a sign made and maintenance was instructed to paint the stop yellow and lines yellow.
- G. WI-FI INSTALLATION:** The Board was presented with a

proposal from AT&T regarding fitting the building with WI-FI capability. The Board agreed that the building needed to be taken care of prior to providing amenities such as WI-FI. Item to be removed from the Agenda.

- H. **DISH NETWORK/DIRECT TV:** The Board agreed that the building needed to be taken care of prior to providing amenities such as Dish Network/Direct TV. Item to be removed from the Agenda.
- I. **COLUMN (UPDATE):** Dale Hammermeister was to follow up on this item. Board asked that this item be removed from the Agenda.

### **New Business**

- A. **EAST RAMP:** Structural Engineer, Kirk Ellis will be contacted to do testing on the East ramp prior to filling and sealing. Status Pending. Item tabled to August 2008.
- B. **ANCHORS (UPDATE):** Management reported that they had been in contact with Roy of Truckee Meadows Window Cleaning and that Dave had worked with him to measure the deck and provide a solution for the anchors. Item tabled to August 2008.

### **Management Report**

Don Lamers asked the board which color paint they wanted to go with for the deck repairs, the board replied to match the paint with the original. Don Lamers gave a run down of the issues that occurred during the month and stated that he was working on trying to find a solution to the parking issue / loading zone issue at Park Tower.

### **Emergency Repair Report**

No Emergency Repairs to report at this time.

### **Committee Reports**

- A. **CONSERVATION COMMITTEE:** There are no updates to discuss.
- B. **ARCHITECTURAL COMMITTEE:** There are no updates to

discuss.

- C. PARKING AGREEMENT COMMITTEE:** It was discussed that the Parking Agreement Committee should be disbanded and that the Parking Committee should be formed.

**Membership Correspondence:**

***Caleb Cage motioned to accept the bid from Wall Pro for the amount of \$150 and \$150 from veterans carpet care to fix the issues at 1702, Dale Hammermeister seconded the motion which carried all in favor.***

***Linda Wolf motioned to accept the bid from Wall Pro for the amount of \$600 to fix the issues at 1406, Dale Hammermeister seconded the motion which carried all in favor.***

***Linda Wolf made a motion to accept the bid from Wall Pro for the amount of \$260.00 to fix the issue at 407, Dale Hammermeister seconded the motion which carried all in favor.***

**Adjournment:**

***Mike Cox made a motion to adjourn the regular meeting to go into Executive session at 7:40 PM. Linda Wolf seconded the motion carried with all in favor.***

Respectfully Submitted,

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Don Lamers  
Recording Secretary

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Board Secretary